SUMMARY MINUTES OF THE HERITAGE PRESERVATION COMMISSION

CITY OF SAINT PAUL, MINNESOTA

Lower Level – Room 41, City Hall/Court House, 15 West Kellogg Boulevard August 12, 2010

Present: Robert Ferguson, Rich Laffin, John Manning, Mark Thomas, Steve Trimble, Diane

Trout-Oertel

Absent: Lee Meyer (unexcused), David Riehle (excused), Matt Mazanec (excused), Jennifer

Haskamp (excused), Pat Igo (excused)

Staff Present: Amy Spong, Christine Boulware, Joey Larson

BUSINESS MEETING

CALL TO ORDER: 5:07 PM by John Manning (Chair)

I. APPROVAL OF THE AGENDA – Trout-Oertel – Ferguson, 5-0

II. CONFLICTS OF INTEREST - None

III. APPROVAL OF THE MEETING MINUTES - Laffin-Thomas, 5-0

A. June 24, 2010 Public Hearing – Laid over to the August 26th meeting

B. July 8, 2010 Business Meeting

C. July 22, 2010 Public Hearing - Commissioner Ferguson submitted edits for the July 8 & 22 minutes.

IV. CHAIR'S ANNOUNCEMENTS - None

V. STAFF ANNOUNCEMENTS

- **A.** June Design Review Statistics
- **B. HPC appointments** There are currently two vacancies. The Mayor's Office has received two applications. Staff will ask the Mayor's Office about interviewing applicants.
- **C.** Staff and Commissioner Ferguson plan to attend **State Historic Preservation Conference** in Winona on September 16 and 17.
- **D. Sidewalk Poetry** Marcus Young, Saint Paul's City Artist in Residence, talked with staff about installing poetry on Lowertown sidewalks at 261 E. 5th Street. Staff invited Mr. Young to discuss the program at the next HPC business meeting. Commissioner Trimble requested that the poetry selected didn't repeat as frequently as it does on the east side.
- **E.** Victoria Theater designation proposal. Staff will attend the Planning Commission meeting on August 13 where they will vote on recommending historic designation of the property.
- **F.** Carol Carey, Executive Director of Historic Saint Paul, is on the agenda to discuss the **Legacy Grant** and survey work at the Planning Commission on August 13.

VI. OLD BUISNESS

A. Adopt final resolution memorializing the HPC decision to support the partial demolition plans for Union Depot by the Ramsey County Regional Rail Authority. Adoption was moved by Commissioner Ferguson and seconded by Commission Trout-Oertel. The motion was approved 5-0.

VII. NEW BUSINESS/DISCUSSION

A. Discussion of HPC education efforts as a follow-up from the retreat in April.

Commissioner Manning discussed forming a subcommittee to come up with recommendations for education outreach. Some ideas proposed at the retreat included: inserts in water bills, a mailer to properties, reaching out to community groups and district councils and providing

news to community newspapers. He also discussed tactics to target property owners, new buyers, realtors, and contractors. Commissioner Trimble inquired about signage in Historic Districts. Staff explained that funding in 2003 did supply some signs in districts, but the program did not include maintenance plans and a couple signs were installed at incorrect locations. Commissioner Manning moved the discussion to preventative measures to reduce the number of after-the-fact reviews. Staff discussed legacy grants of \$7,000 that could be utilized for educational projects. Staff expressed difficulty with the design review process in certain areas, such as windows proposals and how a detailed handout could help the review. Commissioner Manning suggested a community outreach by utilizing speakers or topic experts to educate property owners in districts. Commissioner Ferguson emphasized the importance of a well functioning website to get these proposed educational resources out to the public. He suggested looking at Portland, Oregon as a well put together example of graphic usage and information. Staff explained that a work order is in for GIS assistance and agreed the website is lacking in information. Commissioner Ferguson also brought up the fact that certain educational ideas are already established in the internship program and wondered if that could be expanded to more individuals. Staff explained how the internship program is constructed with the University of Minnesota Preservation program and how the timing is challenging to find an applicant for a full year commitment. Commissioner Manning requested volunteers for an education sub-committee and Commissioners Thomas, Trout-Oertel, and Ferguson volunteered. Commissioner Trout-Oertel expressed how the notes from the retreat are a very good place to start and that those ideas will be utilized. Commissioner Manning replied that he will copy his minutes from the retreat for the education committee.

B. Discussion of commissioner assignments regarding outreach with council members and district councils. Staff referred to the controversy with the Coney Island designation in 1999 and the turn-over in commission members from that time. Since then, staff has kept a running list of people and organizations that the Mayor's Office can utilize when looking for new HPC applicants. Commissioner Trimble asked about the vacancies in Wards 4 and 6 and Commissioner Manning expressed the importance of getting representation from these areas. Commissioner Trout-Oertel does not want the appointments held up due to these wards not having representation at this time. Commissioner Trimble reiterated that geographic needs are important in the application process. Commissioner Manning agrees that geographic representation will help in opening up communication with council members. Commissioner Thomas suggested teaming up and conducting walking sessions to get some face to face time with council members and educate them on HPC goals. Staff suggested discussing broad issues and how council members can help support HPC needs. Commissioner Trimble suggested offering award presentation opportunities to council members. Staff assured that this practice was already installed in the yearly district awards. Staff suggested that the education sub-committee could create HPC talking points. Commissioner Trout-Oertel asked to expound on ideas about how the HPC could initiate communications with council members. Staff suggested getting involved in community happenings. Staff is to compose an email requesting appropriate assignments for commissioners. Commissioner Manning called for more specific conversation on the topic.

C. Discussion of commissioner updates on relevant outreach. Commissioners Laffin and Manning met with Joe Spencer from the Mayor's Office discuss public art.

VIII. COMMITTEE REPORTS

- A. Public Safety Building update, 106 Process update (Manning, Igo) There was no update.
- **B.** 3M Workgroups/Advisory Committee (Trimble, Mazanec) Commissioner Trimble informed the commission that there had been no meetings, but gave a description about the strength of the eight story building that was demolished at the site and shared photos.